

~~CONFIDENTIAL~~

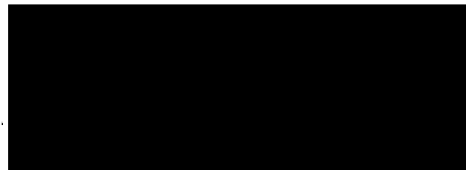
JUN 29 1955

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT: Management Improvement Report

1. Last year we put in no Management Improvement report but did answer several questions which you posed. These questions are shown in the attached.

2. What do you want us to do this year, if anything?



25X1A

Chief, Management Staff

Attachment

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Next Review Date:	_____
Auth:	HR 70-3
Date:	12.13.78
By:	30

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25 October 1954

1. In lieu of a Management Improvement report, summarize briefly recent and planned progress in area.
2. Have recent T/O revisions closed the gap between T/O's and ceilings?

(That is, in what offices have T/O's been made to equal ceilings, and how many not?)
3. Will a 1956 savings be effected by the amount of the 1955 Guard Service of the Records Center, due to the transfer of the location of that Center?
4. In what areas is it anticipated that the Management Staff may develop work measurement systems?

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G-5-8 These refer to [REDACTED] budget information that he gave us.

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